

**ALEXANDRIA TOWNSHIP COMMITTEE WORKSHOP MEETING
MINUTES
March 27, 2019**

This meeting was advertised in the Hunterdon County Democrat, and notice posted in the
Alexandria Township Municipal Offices and the Alexandria Township Website,
(www.alexandrianj.gov) as required by the Open Public Meetings Act.

Meeting Called to order at 6:09 PM.

ROLL CALL:

PRESENT: Mayor Garay, Committeeman Pfefferle, Committeeman Kiernan, CFO Steinberg (arrived 6:14 PM).

ABSENT: None

BUDGET WORKSHOP # 4:

- The Township Committee will reduce the Open Space Tax from 4 cents to 2 cents for 2019.
- An increase in taxes for 2019 will be 3.4 cents, but only 1.4 cents in taxes will be raised since the 2 cent reduction is coming from Open Space.
- The DPW budget for 2019 will be \$250,000.00. Of this budget, \$200,000.00 will be for operating expenses/road work and \$50,000.00 will be put towards future equipment purchases.
- There is money still in Capital to enclose an office space and make repairs to the front door.
- The following budget message was added for future Township Committees on sheet 3b-1:

“The 2019 Township of Alexandria municipal budget starts an effort to address a structural imbalance evident in previous budgets of not addressing the funding of capital needs (Road maintenance and repair, acquisition of equipment, etc.) through the annual budget instead of a dependency on debt. The 2019 budget anticipates the use of over \$1.3 million in surplus to offset an appropriation to retire outstanding Bond Anticipation Notes, which put a timeline pressure on the Township to permanently finance the outstanding balance which would have had a direct impact on municipal taxes as there is no sizeable deviation in the Township debt structure for the next twelve years. The aforementioned action allows the Township to re-establish how it elevates, plans for, and ultimately funds the Township capital needs going forward while contemplating not only the immediate, but also the future impact, on the Township residents of the Township of Alexandria.”

- An increase of \$500.00 was made to the 55+ senior group for a total budget of \$1000.00.
- The Township will need to budget approximately \$4,500.00 for Tax O/E for estimated tax bills if the State delays their budget.
- Township Committee will introduce the budget at their regular monthly meeting on April 10th.

WORKSHOP DISCUSSIONS:

- 1.) Alexandria Fest-October 12th

Discussion Postponed

- 2.) Resolution 2019-052 Alexandria Township as Lead Agency for Payroll of Pamela Williamson

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2019-052.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

RESOLUTION 2019-052 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AUTHORIZING ALEXANDRIA TOWNSHIP AS THE LEAD AGENCY TO PAY DEPUTY COURT ADMINISTRATOR PAM WILLIAMSON

WHEREAS, the Township of Alexandria, Borough of Frenchtown and Township of Holland entered into a shared services agreement dated March 1, 2015 for The Municipal Court of the Delaware Valley (hereinafter the "Joint Court Agreement"); and

WHEREAS, the Joint Court Agreement provides for the payment of the salaries of certain municipal court staff, including the Deputy Court Administrator, in accordance with a formula apportioned among the member municipalities, who have traditionally each paid their portion of the salaries separately; and

WHEREAS, due to revised pension requirements of the N.J. Public Employees Retirement System ("PERS"), it is necessary for the Deputy Court Administrator's salary to be paid by one municipality as lead agency; and

WHEREAS, the Township of Alexandria has agreed to be the lead agency for the payment of the Deputy Court Administrator's salary, provided that the other member municipalities agree to reimburse the Township on a quarterly basis; and

WHEREAS, it is necessary to amend the Joint Court Agreement to effectuate the terms described herein; and

WHEREAS, Deputy Court Administrator Williamson was appointed by Alexandria Township on September 13, 2017 at \$20.00 an hour per Resolution 2017-079: and,

WHEREAS, Deputy Court Administrator Williamson's salary in 2018 was \$20.35 an hour per Resolution 2018-094 and Ms. Williamson's salary for 2019 will be \$20.76 an hour per a 2% raise agreement with the Township Representatives of the Joint Court.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Alexandria, County of Hunterdon and State of New Jersey, on this 27th day of March, 2019 as follows:

1. The Alexandria Township Committee agrees to be the lead agency for the payment of the Deputy Court Administrator's salary pursuant to the Joint Court Agreement with Frenchtown Borough and Holland Township. Frenchtown Borough and Holland Township shall each submit their proportionate share of the aforesaid salary due the Deputy Court Administrator on a quarterly basis to Alexandria Township within the first 15 days of each quarter.
2. This approval is contingent on the approval of Frenchtown Borough and Holland Township.
3. Copies of this Resolution shall be forwarded to Frenchtown Borough, Holland Township.
4. This Resolution shall take effect immediately.

3.) New Phone System for Municipal Offices

The Township Committee reviewed a quote submitted by Hunter Technologies for a new phone system at the municipal offices. Comm. Pfefferle requested that the language in the contract located on page 2, paragraph 7 which reads, "Final payment to Hunter cannot be held or delayed for programming changes to the system or due to errors caused by the carrier or third parties outside our control." be amended to reflect that final payment can be held until the system is fully functional and that issues with third parties be corrected as the Township is relaying on the expert advice of Hunter Technologies to correct the Township's current phone issues.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to authorize Mayor Garay to enter into a contract with Hunter Technologies on behalf on the Township.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

NOTE: Alexandria Township is entering into a contract with Hunter Technologies under State Contract-Option 1 Essential Edition. The contract is for a 60 month Ayaya Purchase Option \$120.50 per month and after one year support is \$48.98 per month. The Township will also add the option of LTE Back-up for \$79.00 per month.

Mayor Garay noted that the Alexandria Township softball team name for the Strike Out for Hunger charity benefit game being held on May 4th is "Alexandria Anarchy".

Mayor Garay noted that the Hunterdon County Freeholders will be meeting on April 2nd to approve the Township's grant of \$15,000.00 for special events involving Agro-tourism. Once the Freeholders approve the grant the Township can move forward with a Special Events Ordinance.

Comm. Kiernan, DPW Foreman Heiser and Twp. Engineer Decker will be meeting on March 21st to review Township roads and their conditions.

Alexandria Township is still waiting to see if a grant will be awarded for Schaaf Road repairs.

PUBLIC COMMENT:

None

MOTION TO ADJOURN

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adjourn at 6:44 PM.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Meeting Adjourned at 6:44 PM.

Respectfully Submitted:

Michele Bobrowski, CMC/RMC

Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of March 27, 2019 and certify that said Minutes were approved unanimously by the Township Committee on the 10th day of April 2019.

Michelle Garay, Mayor

